

LABORER

DEFINITION

Under immediate supervision, is responsible for performing routine manual labor; performs related duties as required.

EXAMPLES OF WORK (Any one position may not include all of the duties listed, nor do the examples cover all of the duties that may be performed.)

Assists skilled and semi-skilled workers, construction crews, and maintenance crews in performing daily work assignments;

Upkeeps areas including mowing and edging, picking up trash, raking leaves, cleaning windows, and/or removing ice and snow from steps and walkways;

Cleans up work area after completion of a job;

Plants, weeds, and waters flowers, shrubs, trees, and lawns;

Performs minor maintenance on equipment, grounds, and buildings;

Lifts and moves heavy materials (i.e. coal, soil, gravel, etc.);

Drives vehicle to transport co-workers and/or work materials;

Completes simple reports as required by supervisor.

MINIMUM QUALIFICATIONS

Any experience and training which would provide the knowledge, skills and abilities listed below.

Possession of a valid motor vehicle operator's license or chauffeur's license required for some jobs.

KNOWLEDGE, SKILLS AND ABILITIES

Some knowledge of the use of simple tools; ability to understand and follow oral and written instructions; ability to complete simple reports; ability to perform a variety of manual tasks; ability to work for prolonged periods under adverse climatic conditions.

Probationary Period:	180 Days
Examination:	Noncompetitive
Class Code:	3682
Job Family:	Labor & Maintenance
EEO Job Category:	Service-Maintenance
Compensation Plan:	AFSCME
Salary:	Range 12-18
Class established:	04-08-63
Current spec:	06-28-99
Commission action taken:	Review/no change
	Merge (Groundskeeper [3706], Street Mnt. Worker [3995], Trades Helper (Buildings) [3503] & Window Cleaner [3536] 1989)
Last reviewed:	11-29-04